

State of California
Department of Health Services



GRAY DAVIS
Governor

June 11, 2003

CHDP Information Notice No.: 03-K

TO: ALL COUNTY CHILD HEALTH AND DISABILITY PREVENTION (CHDP)
PROGRAM DIRECTORS, DEPUTY DIRECTORS, CHILDREN'S
MEDICAL SERVICES (CMS) BRANCH STAFF AND REGIONAL OFFICE
STAFF

SUBJECT: SATELLITE TRANSMISSION OF CHDP GATEWAY PROVIDER
TRAINING

This notice is to inform you that CMS Branch is making arrangements for local CHDP programs to participate in a live satellite video teleconference of a CHDP Gateway provider training scheduled for July 10, 2003.

It has been reported that not all CHDP providers can reasonably travel and attend the scheduled training being conducted around the state. EDS, CMS State, and CHDP staff are pleased to be able to provide this broadcast in order to reach as many areas of the state as possible.

A CHDP Gateway Provider Training will be conducted in Sacramento at the broadcast studio of CSUS College of Continuing Education Media Services. The training will be transmitted on both C-Band and Ku-Band and can be downlinked at a variety of sites. Downlinks will have to be coordinated by local CHDP programs and State CMS/CHDP staff. Live telephone and fax service will be available during the conference.

Each health department throughout the state has satellite down-link capacity and a "distance learning coordinator" who may be able to assist you in arranging a satellite teleconference or helping to locate a facility where you could host a local CHDP Providers' training. Community colleges, California State University campuses, movie theaters, and some hospitals have facilities that might be used as local training sites.



Do your part to help California save energy. To learn more about saving energy, visit the following web site:
www.consumerenergycenter.org/flex/index.html

Children's Medical Services Branch
714/744 P Street, P.O. Box 942732, Sacramento, CA 94234-7320
(916) 327-1400

Internet Address: <http://www.dhs.ca.gov/pcfh/cms>

The satellite transmission is scheduled for **JULY 10, 2003, from 8:30AM to 12PM PST.**

If you are interested in bringing this training to your area, local CHDP programs will need to be active participants in planning for your local provider community.

Local program responsibilities include:

1. Designate a downlink coordinator. Downlink Coordinators responsibilities include:
 - Identify a local training site that has satellite down-link capability (C band or KU Band) and arrange for the use of the space on July 10, 2003. Specific coordinates will be given later. Include arrangements for a room with an outgoing telephone line.
 - Serve as a contact person for CMS communication;
 - Develop a participant list;
 - Receive CHDP Gateway training materials;
 - After local arrangements are confirmed, CHDP program staff would promote the training locally and take reservations for participants.
2. Provide local CHDP staff person to be present at the satellite training site on the day of the broadcast to:
 - a. Host and facilitate the training at your site;
 - b. Tune in the broadcast;
 - c. Pass out training materials (training materials will be supplied by EDS);
 - d. Record attendance;
 - e. Collect and forward participants' questions during the telecast using a 800# link that will be provided to the studio site
 - f. Assure that participants receive answers to their questions.

More specific details about this satellite teleconference will be available soon, including information about recapturing site use charges or other costs that may be incurred.

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Attached is a CHDP Satellite Broadcast Information Sheet, which must be completed and returned by June 19, 2003 to Julie Linderman, M.P.H., at (916) 323-8104 fax, or forward by e-mail to jlinderm@dhs.ca.gov.

If you have any questions about this notice, please contact Julie Linderman, at (916) 323-8092.

Original Signed by Maridee Gregory, M.D.

Maridee A. Gregory, M.D., Chief
Children's Medical Services Branch

Enclosure

CHDP Satellite Broadcast Information Sheet

Who is responding to this information request?

Name_____ Title_____
Agency name_____
E-mail_____
Phone #_____ Fax #_____

- ☐ Yes This Local CHDP Program is interested in participating in the CHDP Gateway providers training satellite broadcast.
- ☐ No This local CHDP Program is not interested in participating in the CHDP Gateway providers training satellite broadcast.

If yes, please complete the following information about the local CHDP Downlink Coordinator:

Name_____ Title_____
Mailing Address_____

Telephone #_____ Fax #_____
E-mail_____

Please provide preliminary information about possible downlink sites

Site name	Where located in CA	Estimated Number of attendees	Costs/use fees	Number of people site can hold

Is there an outgoing telephone or fax line in the room or near the room that can be used for participants to send questions to the broadcast site? ____yes ____no

Final counts for attendees will be needed by June 27, 2003, for training materials to be shipped to coordinators.